

## **Minutes of a Meeting of the Concordia Council on Student Life Held on September 27 1996 at 10:00am in AD 131.**

**Present:** Dr. D.L. Boisvert, Chair, Ms J. Hackett, Secretary, Dr. S.M. Graub, Ms. A. Kerby, Ms. N. Torbit, Mr. R. Côté, Ms C. Hughes, Ms A. Ghadban, Prof. B. Barbieri, Mr. A. Feldman, Mr. R. Melkonian, Mr. N. Baidoun, Ms L. Lipscombe, Ms L. Prendergast, Mr. R. MacIver

**Absent with Regrets:** Mr. H. Zarins, Dr. R. Bonin, Ms. K. Hedrich

**Delegates:** Ms I. Sendek replaced Dr. R. Bonin, Ms D. Gleason replaced Ms Hedrich

**Absent:** Dr. M. Barlow, Ms. E. Robinson, Ms. A. Vroom

**Guests:** Ms C. Sbrocchi, Orientation Co-Ordinator  
Mr. D. Gagnon, CSU President  
Mr. P. Ouellet, CSU, Vice President, Finance

### **1. APPROVAL OF AGENDA**

Under Item #3 Dr. Boisvert requested the addition of the minutes of March 29, April 4, and April 15 for approval. Under Item #9B Dr. Boisvert requested the inclusion of Orientation for discussion, and also indicated that Ms. C. Sbrocchi, Orientation Co-Ordinator, was an invited guest. The Agenda with these modifications was approved.

### **2. REMARKS FROM THE CHAIR**

Dr. Boisvert welcomed all back after the summer break. In his new position as Dean of Students, Dr. Boisvert indicated he would continue as CCSL Chair if that was agreeable to Council. Dr. Boisvert announced that the professional and support staff positions have been filled by Ms Cathy Hughes, Financial Aid and Awards, and Ms Angela Ghadban, Advocacy and Support Services, respectively. Dr. Boisvert observed there were still student vacancies on Council. Mr. Baidoun indicated the undergraduate vacancies should be filled shortly. The CCSL mandate was distributed for the benefit of new Council members.

### **3. APPROVAL OF MINUTES: MEETINGS OF MARCH 29, APRIL 4, 15, MAY 15, 1996**

Motions to adopt the minutes were made by Mr. Baidoun, seconded by Mr. Feldman. The motions were carried.

### **4. BUSINESS ARISING FROM MINUTES**

a) **Update on Peer Writing Assistants Program:** Dr. Boisvert confirmed that the Writing Assistants Program for the academic year 1996-1997 would be administered out of the SGW Dean of Students Office. Negotiations are continuing to arrange the

transfer of the program to the academic sector for 1997-98. Louyse Lussier, Dean of Students Office, is the Administrative Co-Ordinator of the Program. A progress report to date was submitted to Council. The Program will be located in H 662 and will be open for business as of October 7th. Mr. Baidoun asked if and when there would be publicity advertising the new location, etc. Dr. Boisvert indicated that now that we have confirmed space and an opening date, advertising could begin. In point #7 of Ms Lussier's report, the question of advertising is dealt with.

**b) Student Services 1995/96 Year-End:** On the year-end report, Counselling & Development is referred to as Guidance Services. On behalf of University Treasury, Dr. Boisvert apologized. An overall deficit of \$105,380.04 was noted. Mr. Feldman asked how that deficit is absorbed. Dr. Boisvert indicated that it is absorbed through the generosity of the University. Mr. Côté indicated that the Financial Aid \$14,000 deficit is really a \$7,000 surplus. Ms Kerby indicated that Advocacy & Support Services should be viewed as a single budget. The bottom line is to cover expenses. Dr. Graub explained that the Counselling & Development deficit is due to the early retirement of an employee in October 95. The balance of the salary was then removed from the budget. Mr. Feldman asked for clarification of \$245,000,000 in CCSL Revenues (C856). Dr. Boisvert confirmed this amount represented the transfer from the University for subsidies. The deficit in the Athletics budget was questioned by Prof Barbieri. Dr. Boisvert replied that as Mr. Zarins was absent that question could be deferred until the next Council meeting. Dr. Boisvert confirmed the funding arrangement between Student Services and Athletics was being reviewed by a Task Force chaired by Ms Kerby. Prof. Barbieri questioned the use of brackets when indicating deficit or surplus. The general consensus was that it was confusing but that this was a Treasury form.

**c) Other Business Arising:** Mr. Feldman asked for an update of the move of the student associations/clubs from the Centennial Building to the Campus Centre. Dr. Boisvert confirmed that the move is expected to be finalized in Spring 1997. The University will absorb the renovation and moving expenses. Mr. Feldman expressed concern that if arrangements work out for a trade between the Campus Centre and space in the Refectory Building, what assurances would there be for student space in the Refectory Building. Dr. Boisvert indicated that the "trade" is stalled at the moment. He is waiting for further clarification from the CSU President.

Mr. Côté asked for an update on two issues discussed at the meeting of May 15th - IEAC monthly statements to CCSL and the CSU Job Bank. Concerning the IEAC monthly statements, Mr. Melkonian stated that he understood the purpose and was in complete agreement with the request. However he thought monthly reports were a bit excessive. It was agreed that the IEAC would submit quarterly reports. The first report is to be tabled at the October 18th CCSL meeting. With reference to the CSU Job Bank, Mr. Baidoun indicated the information would be available for the next CCSL meeting.

## **5. ITEMS OF INFORMATION**

**a) Task Force on the Funding of Recreation & Athletics:** Dr. Boisvert confirmed a Task Force on the Funding of Recreation and Athletics had been formed. Ann Kerby is the Chair. The committee consists of Mr. R. Côté, Mr. H. Zarins, Mr. D. Gagnon, Ms C. Cogger and an internal auditor (non-voting). Ms Kerby reported the committee is meeting regularly, is 3/4 of the way through their mandate and is on target for their November deadline. Dr. Boisvert confirmed that the expectation is that Council will debate this report at its November meeting.



## **6. COMMITTEES OF COUNCIL**

a) **Steering Committee:** Dr. Boisvert felt there was a sense last year from the students that it was necessary to have a steering committee to set the agenda. Mr. Melkonian suggested a student caucus chair to work with the CCSL chair so that both students and directors' needs would be met. Ms Kerby stated there are other representation on Council and it is the norm that a steering committee is composed of at least 3 people. After discussion it was decided that Mr. Baidoun would meet informally with Dr. Boisvert once a month before CCSL to discuss the upcoming agenda.

b) **Budget Committee:** Dr. Boisvert felt there was a need for the students to have more "ground floor" input. Mr. Baidoun was in favour of a Budget Committee. He felt students want to be involved but they need a concrete idea of budget concerns and background. Professor Barbieri asked if students could sit in on the budget process in the Directorate without voting privileges. Dr. Boisvert indicated that to have students present in the budget deliberations may not be appropriate. Mr. Feldman agreed but felt that last year the students saw the budget at the very end and they had many concerns. Therefore having budget input before presentation to Council would perhaps alleviate confusion and prolonged debates due to lack of information. Dr. Boisvert questioned whether the students wanted budget information earlier in the process or wanted to be included in the budget discussions. Mr. Feldman and Mr. Baidoun indicated the students wished to be informed each step of the way, given information throughout the process so that concerns may be addressed as they come up. After much discussion it was decided that Dr. Boisvert would discuss the best way to deal with budget concerns with the directors and report back to Council.

c) **Special Projects Committee:** The committee consists of Dr. Boisvert as Chair, Mr. D. Gagnon, Mr. N. Baidoun, and a GSA representative. Mr. Feldman requested that the committee provide monthly reports on monies disbursed so that Council is aware of the distribution of monies and any concerns can be addressed quickly. Ms Kerby questioned the gender representation on the committee. Dr. Boisvert reported the ACC monies would also be his responsibility. This money would be for student projects but projects of a more permanent nature. The committee would be the same as special projects but with the addition of Ms N. Torbit. This addition would perhaps address the gender issue. Mr. Melkonian asked if the Special Projects Committee has the final say. Dr. Boisvert affirmed that has always been the case. The committee will report to Council on a more regular basis and Dr. Boisvert will ensure that the interests of Council are represented.

## **7. STUDENT LIFE ISSUES**

Mr. Feldman reiterated his feeling that this item on the agenda should not be worded as such. This council is student life. Dr. Boisvert agreed that identification will be removed. Items normally under this heading can be included under Items of Information or New Business.

Prof Barbieri asked about student participation in the Shuffle. He feels that if the shuffle is to continue successfully student involvement is a must. Mr. Gagnon felt that the timing of the shuffle may not be the best for students as they are totally immersed in the first weeks of class. Prof Barbieri asked if maybe the planning for the shuffle should begin much earlier and build in momentum to September. Ms Ghadban questioned



whether students felt part of or welcomed to participate in the Shuffle. Mr. Melkonian asked if classes were to be canceled, perhaps students would feel more included.

Ms Lipscombe confirmed that a line of credit had been established at the Bookstore. To date this service has assisted approximately 200 students who had not as yet received their loan. Students have been very pleased with the program. Ms Lipscombe indicated that after reviewing the results of this year's project, they will look to enlarge the scope. Mr. Melkonian thanked Ms Lipscombe and Mr. Côté for their initiative.

Ms Prendergast thanked the students for their patience in the long lines in the LB Building. Ms Prendergast stated that her staff was extremely busy and stressed by the addition of the Health Insurance and Orientation fees and the student reaction. A survey has been launched by the Student Services Centre. Feedback both positive and negative is welcomed. Focus Groups are expected to come out of these concerns. Mr. Côté asked when the survey results would be available as they concern his area. Ms Prendergast hoped the results would be available in the Fall but could not commit to an exact date.

Ms A. Kerby requested support from students in the next months as the University makes the Loyola Campus more accessible for the disabled. The construction will be an inconvenience for all but the end result will be a more welcoming campus for students, staff and visitors.

## **8. REPORTS FROM DIRECTORS**

Dr. Boisvert confirmed that Directors will each submit a written report for each CCSL meeting. The one exception will be the Director who will be presenting. Ms N. Torbit apologized for not having a written report for the meeting. It will be available at the October meeting. Dr. Boisvert thanked Ms Kerby for a very comprehensive report on Advocacy and Support Services. Health Services will present at the October CCSL meeting.

## **9. NEW BUSINESS**

a) **Student Services Review:** At the May 15th meeting, Dr. Boisvert had asked for responses to the review. The process is ongoing. Dr. Boisvert is in the process of meeting with all the departments. Consultation has begun and will continue. Dr. Boisvert asked for the reports to be tabled in November. Dr. Boisvert opened the discussion. He asked the discussion be on what to do with the review not on the contents of the review. Mr. Baidoun complemented the review committee on their comprehensive report. He felt it would be healthy to have a full-day workshop for all council members set aside to discuss the review. Dr. Boisvert indicated it might be preferable to wait until after the formal responses are received from the Directors. Mr. Baidoun felt once the budget passes "we are stuck with it". He would prefer the workshop before November. After a lengthy discussion on the date, format and expectation of the workshop, it was decided that a committee composed of Mr. Baidoun, Mr. Côté and Ms Cathy Hughes would report back to Council on what the workshop should be, what it should contain, the time-frame, etc. As Mr. Côté will be away as of October 18th, the committee will meet during the next two weeks.

b) **Other New Business:** Dr. Graub announced the start of a new service - "Smart Start" in conjunction with Ms C. Sbrocchi, Orientation Coordinator. With this new service, every new student will have a chance to meet with a counselor. Mr. Grab informed

Council that within the first 8-10 weeks is when the University loses students. It is hoped that this program will help to increase student retention.

**Orientation:** Dr. Boisvert indicated because of the orientation fee, this year's orientation program would be year-round and wide-reaching. Dr. Boisvert introduced Ms C. Sbrocchi, the Orientation Co-Ordinator. An orientation report prepared by Ms Sbrocchi was circulated. Ms Sendek asked what the participation rate was compared to other years. Ms Sbrocchi indicated there were no numbers available for 1995 but the participation was the highest since 1992. Ms Prendergast asked if the orientation fee should have been assessed to visiting students. Dr. Boisvert replied that Ms Sbrocchi was preparing a report on what kinds of students should be exempt from the fee. Dr. Boisvert also indicated that the Orientation Committee will be revived. Ms Kerby thanked Ms Sbrocchi for her sensitivity and support to the Services for Disabled Students participation in Orientation.

**10. Next Meeting:** The next meeting will be October 18th in Hall 762. Dr. Boisvert confirmed that all CCSL meetings will commence at 10:00am.

**11. Termination of Meeting:** On a motion by Mr. Baidoun, seconded by Ms Hughes, the meeting was terminated at 12:10pm.